



Making Your Course Available to Students

Each course offered at the Faculty of Agriculture has its own academic course space in Brightspace. To ensure that students do not see courses that instructors are not utilizing, all courses are set to be “Inactive” by default. Courses being offered in Brightspace must then be made “Active” for students to see content. Where possible, instructors are encouraged to leave their course start date as is (the default start date of January 6) to allow students to see introductory content, such as a welcome announcement and the syllabus. Otherwise, instructors are encouraged to delay commencing significant course activity until Monday, January 11.

1. In your course, select “Course Admin”.
2. Select “Course Offering Information”.
3. Scroll down the page to locate the “Active” heading and check the box beside “Course is active”.

Semester
Sandboxes
[\[Create Semester\]](#)

Locale
-- Default -- English (Canada)

Force Locale
☐ Override locale preferences

Active
☒ Course is active

4. To change the start date of the course, scroll down to the heading for “Start Date” and click in the box with the default date to change the start or end date.

Start Date
☒ Course has start date
6/1/2021 9:00 AM
Canada - Halifax

End Date
☒ Course has end date
31/5/2021 9:00 AM
Canada - Halifax

5. Click the “Save” button at the bottom of the page, and that’s it!